

COUNCIL ON HOUSING
Public Session
Buena Vista Conference Center
New Castle, Delaware
September 10, 2013

Motions

- Approval of August 14, 2013 Minutes
- Approval of amended By-Laws

Important Dates

- September 17 – Annual Report comments due to Ms. Batchelor
- October 9 – next Council meeting
- November 26 – 2015 Budget public hearing

Ms. Sokolowski, Chair, called to order the public session of the Council on Housing at 2:03 p.m. on September 11, 2013. In addition to Ms. Sokolowski, the following Council members were present:

Pat Batchelor	Donna Mitchell
Francis Julian	Ralph Peters
Connie Louder – via telecon	Vincent White
Corrine Massey	Norma Zumsteg

The following Council member was absent and excused from the meeting:

Hugh Leahy

Also attending:

Anas Ben Addi – Director, Delaware State Housing Authority (DSHA)
Lynda Blythe, Administrative Specialist III, DSHA
Susan Eliason, Director of Housing Development DSHA
Marlena Gibson, Planner IV, DSHA
Matthew Heckles, Director of Policy and Planning, DSHA

APPROVAL OF MINUTES

Mr. White moved, and Mr. Peters seconded, that the Minutes of August 14, 2013 be approved as amended. The motion was unanimously passed.

DSHA REPORT – Mr. Ben Addi

- 2015 Budget
 - DSHA met recently with OMB to discuss fiscal year 2015 budget targets
 - Same funding as in 2014 will be requested
 - \$4 million base
 - \$6 million Bond Bill
 - \$3 million SRAP
 - An additional \$750,000 for SRAP is expected which DSHA will administer
 - A public hearing will be held Tuesday, November 26, 2013, 8:30-10:00 a.m., in the Senate Chambers (meeting was originally scheduled for November 8)
 - A Joint Finance Committee meeting will be held in late January/early February 2014
 - A Bond Bill hearing will be held late February/early March 2014
- Wexford
 - Approval was received from HUD to make this project part of DSHA's Moving-To-Work (MTW) program and effect certain capital improvements (rehab). COH approval was given through Resolution #425.
 - Bids received for the rehab work were significantly higher than anticipated.
 - Scope of work is being scaled down and will be put out to bid again.
 - The project, which will now be housing low- to moderate-income residents, will be eligible for HOME funds and HDF funds will not be needed to cover the gap.
 - COH members had no questions on use of HOME funds and offered no objections.
- New Housing Counseling Funding System
 - DSHA would like to move this funding out of the grant cycle.
 - Drawbacks of the existing compensation
 - Tied to the SMAL program
 - Only recognizes part of pre-purchase counseling and education activity
 - Heavy administrative process
 - New system benefits
 - Annual grant would be given to each agency in the DSHA network
 - Grant amount would be calculated on the prior year activity as reported to HUD
 - Agencies would receive a pro-rated amount based on reported activity
 - Timing would coincide with the federal fiscal year and HUD grant
 - Mr. Heckles will be meeting with housing counseling agencies and homeownership counselors for further discussion
 - DSHA would not pay for housing counseling refresher courses
- Small Business Contractor Forum
 - The first of its kind was held September 5th at Liberty Court.
 - Education opportunity for small business, with emphasis on minority, women and veteran-owned businesses, to learn about DSHA's procurement process.
 - Mr. White was thanked for attending the meeting, along with several contractor trade groups and service providers.
 - A similar forum may possibly be held every other year.
- Ms. Sokolowski was thanked for attending the August 14th Buford Manlove Manor grand opening.
- DSHA hopes to hold more events which Council members could attend.

COMMITTEE REPORTS

LOAN REVIEW – None

OPERATIONS – Ms. Louder

Ms. Louder requested a motion to amend the By-Laws as presented in the booklet (copy attached).

Motion was made by Mr. Peters, seconded by Mr. Julian, that the By-Laws be amended. The motion was passed unanimously.

HOUSING POLICY – None

COMMUNICATIONS – Ms. Batchelor

Comments on the Annual Report are due to Ms. Batchelor or Mr. Heckles by September 17th.

CAPER Presentation – Ms. Gibson

Ms. Gibson explained that CAPER is the acronym for Consolidated Annual Performance Evaluation Report, a fair housing report submitted to HUD. Ms. Gibson then gave a PowerPoint presentation of the DSHA FY 2012 CAPER (copy attached) highlighting the following areas:

- HUD planning process
- Programs covered
- Program reporting
- HUD performance measurement matrix
- Current CAPER
- Charts on the availability/accessibility/affordability of decent housing
- Future changes

Responding to the question of fair housing in Sussex County, Ms. Gibson stated several elected officials had taken the training (but it remains to be seen how the lessons will be passed on to the community).

LIHTC Presentation – Ms. Eliason

Using the attached handout, Ms. Eliason reviewed the Low Income Housing Tax Credits (LIHTC) program. The following items were explained:

- What are Low Income Housing Tax Credits
- Why are Tax Credits so Valuable
- How are LIHTC Distributed
- Changes in 2013
- QAP 2013
- 2013 Low Income Housing Tax Credit Round

- The benefits of the competitive nature of the program
- Production At-A-Glance

Ms. Eliason also explained the difference between funding requests

- 9% funding
 - Competitive
 - Limited by IRS allocation
 - Can work with developments of any size (average is 60-65 units)
- 4% funding
 - Tied to tax-exempt bond financing of more than 50% of construction costs
 - Limited only by state's bond volume gap
 - Works best with larger developments

OLD/NEW BUSINESS – None

SCHEDULING OF NEXT MEETING

The next meeting will be held on October 9, 2013, at 2:00 p.m. in the Community Building at Huling Cove, 1140 Savannah Road, Lewes, DE.

ADJOURNMENT

Upon motion made by Mr. Peters, and seconded by Ms. Batchelor, the meeting was adjourned at 3:55 p.m.

Respectfully submitted,



Lynda T. Blythe

Note: Copies of materials referenced as “attached” in these Minutes are available upon request.